

**GLASTONBURY TOWN COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, JUNE 23, 2015**

The Glastonbury Town Council with Town Manager, Richard J. Johnson, in attendance, held a Final Budget Hearing and Regular Meeting at 7:00 p.m. in Council Chambers of the Town Hall located at 2155 Main Street, Glastonbury, Connecticut.

**1. Roll Call**

***Council Members***

Dr. Stewart Beckett III, Chairman  
Mr. Whit C. Osgood, Vice Chairman  
Mrs. Jill Barry *{excused}*  
Ms. Karen Boisvert  
Mr. Lawrence J. Byar  
Mr. Kurt P. Cavanaugh  
Mr. William T. Finn  
Mr. Thomas P. Gullotta  
Mrs. Cara T. Keefe

**a) Pledge of Allegiance**

***Led by Chairman Beckett***

**2. Public Comment.**

**(a) Bicycle Friendly Community award presentation.**

The League of American Cyclists presented the Bronze Bicycle Friendly Community Award to Glastonbury noting many of the activities in town that set it apart from other towns. Mr. Johnson introduced Director of Health, Wendy Mis, praising her for her work as the staff liaison. Chairman Beckett thanked all the staff and community volunteers involved in getting this recognition.

***Ms. Eileen Bartley of 66 Great Pond Road*** represented the Glastonbury Walk and Bike Group and thanked the Town Council for their support. She spoke to the value of the designation and the progress of their efforts for improved routes and use.

***Mr. Jim Boice of 274 Spring Street Extension*** said he hadn't seen the improvement with the new Main Street signals and suggested that staff actually watch the signals. Regarding roundabouts, he said that they are not a good mix with pedestrians and bicycles. He suggested shutting down Hebron for better pedestrian access. Regarding discussion of the House Street development, he was concerned about the traffic with a right in/out only. Regarding the Sakon property, he said that those projections are very old and suggested they be updated before any final decisions are made.

**3. Special Reports.**

*None*

**11. Appointments and Resignations.**

**(a) Appointment of Glastonbury Poet Laureate.**

Perry Charnas of Welles Turner Memorial Library Board explained that there was a desire for the town to establish a Poet Laureate. He explained the process leading to the submission of five applications for the position. He said that it was a difficult decision but they chose Sandy Sergio of 64 Nuthatch Knob, a former English Teacher and lifelong poet. He said they felt she would serve in the role very well.

**Motion By:** Mr. Cavanaugh

**Seconded By:**

Mr. Gullotta

BE IT RESOLVED, that the Glastonbury Town Council hereby appoints Sandy Sergio as the Town of Glastonbury Poet Laureate.

**Disc:** Mr. Finn said he read some of her work and called it lively and filled with her sense of humor. He noted her activism in town and wished her Godspeed in her new role. Mr. Gullotta also praised and congratulated her.

**Result:** Motion passes unanimously {8-0-0}

**4. Old Business.**

**(a) Continued discussion on intersection improvements – Hebron Avenue at New London Turnpike and Hebron Avenue at House Street.**

Mr. Johnson reviewed his memo to the Council dated June 19, 2015, reviewing the history of their efforts and review of the intersections of Hebron Avenue with House Street and New London Turnpike. He noted that there have been concerns raised about pedestrian and cyclist safety with a roundabout. He noted that a representative from DOT was present noting that a traditional intersection had been designed and approved at New London Turnpike but if a roundabout were preferred, they would have to get moving immediately. Vice Chairman Osgood noted the concern over safety and asked about added systems to improve it. Mr. Dan Pennington, Town Engineer, said that experts in the field don't feel these are necessary in single lane roundabouts. He said he visited a nearby roundabout and that the yield rate for pedestrians, due to the low speed of the vehicles, was very good. He suggested that they could put in the conduits at the time of construction which would make it fairly easy to add the signalization if they felt it necessary.

Mr. William Britnell from the Department of Transportation said he has experience with roundabouts and explained that roundabouts improve pedestrian and cyclist safety. He noted one where there had been 3 vehicle/pedestrian accidents over 3 years and since the roundabout, there have not been any. He noted that the speed that the roundabout creates makes it easy and safe for vehicles to yield. The studies show that pedestrian accidents go down by 40% compared to a traffic signal and that there has never been a single pedestrian fatality in a roundabout.

Mrs. Keefe asked about the Hebron Ave and New London Turnpike roundabout and questioned if it was too small for cyclists and motor vehicles. She noted that a previous traffic engineer indicated it would be tight for 18 wheelers. Mr. Britnell said that it is small and could be a little larger. He emphasized that cyclists will have no issue. At a 100' diameter roundabout, it will be tight requiring the central island to be smaller and the apron larger. He said that aesthetically, he prefers a larger central island in a 110-120' diameter roundabout.

Mrs. Keefe said that given their goal to improve access to the center, he questioned if there were issues with hearing or visually impaired pedestrians. Mr. Britnell said that there aren't issues with a single lane roundabouts, the issues only come about with multi-lane roundabouts. He said that a roundabout does require that all yield where in traditional signals, pedestrians will follow the signal without yielding and that is often where there are accidents. Chairman Beckett asked for comment on "Complete Streets". Mr. Britnell said he has experience with Complete Streets which speak to the importance of traffic calming by design, not by the use of signs. He emphasized that the roundabout is easier on cyclists and safer for pedestrians. The other philosophy of Complete Streets is "less is more" meaning less lanes, less signalization, et al, thus a roundabout is a much better fit than a traditional intersection.

Mr. Byar thanked Mr. Britnell for attending the meeting and addressing their concerns adding that he was pleased to hear the safety information. He suggested they hold a public informational hearing to convey information to the public and solicit improvement. Vice Chairman Osgood asked about costs for the signalization. Mr. Britnell said the flashing beacon may be in the range of \$10,000 per leg where the hawk signals are more like \$100,000 per leg. Vice Chairman Osgood asked if our plan has an island of refuge between the two lanes. Mr. Pennington put up the plans indicating that they do. Vice Chairman Osgood drove through Salem and noted the multiple lanes. Mr. Britnell said it is a hybrid design and that they probably never needed the second lane adding that the software is conservative. Vice Chairman Osgood noted the cues shown with the software. Mr. Britnell said that you probably won't see a cue emphasizing that the software is conservative. Vice Chairman Osgood asked if they were comfortable with the numbers put in for traffic volume to which Mr. Pennington replied saying yes.

Mr. Finn asked how complicated it was to update the capacity of the roundabout. Mr. Pennington said that both solutions, traditional intersection and roundabout, have maxed out with capacity. Chairman Beckett said that the roads have maxed out for capacity and Mr. Pennington indicated that was correct. Mr. Finn asked if any other communities considering roundabouts. Mr. Britnell said they are looking at about 25 including 2 in Manchester and 8 in Norwich. Mr. Finn asked about where in Manchester and Mr. Britnell said two next to one another on Oakland Street. Mr. Finn asked if any of the grant monies require urgent action or if they could accommodate a public informational hearing. Mr. Johnson said that there are 3, 2 currently under deposit and one coming in the next fiscal year. There is an upcoming solicitation for requests this summer and another up for 2017, none of which precludes a hearing in the near future.

Mr. Cavanaugh confirmed that traffic will be calmed and reduced cues. Mr. Britnell said that it will be calmed and that the cues will be reduced more than with a signal. Mr. Cavanaugh asked if the

Manchester roundabouts will be of similar size. Mr. Britnell said that one will be bigger with six legs coming in. Mr. Cavanaugh confirmed with Mr. Pennington that we could go wider with easements. Mr. Pennington noted there isn't a lot of room. Mr. Gullotta confirmed with Mr. Britnell that a roundabout would increase safety for pedestrians and cyclists noting the 40% fewer crashes as well as a reduction in the severity of the crashes. Mrs. Keefe agreed about the public information forum and wondered if the League of American Cyclists had an opinion. She wondered if the roundabouts included in the study were of the small size that they are considering with the level of congestion that they experience. Mr. Britnell said that the study looked at about 30 locations and that there were comparable sizes and locations. Mrs. Keefe asked for a copy of the report.

Mr. Cavanaugh expressed support of a public hearing inviting the business community so we can get guidance on how to proceed. He emphasized that this will have significant impact on the community for generations to come. Mr. Byar asked about lighting for the intersection. Mr. Pennington said that they would have to analyze that. Mrs. Keefe asked about who did the study and how. Mr. Britnell noted that it was the Insurance Institute for Highway Safety who conducted the study but he wasn't certain of all the details. Ms. Boisvert asked about the West Haven roundabout. Mr. Britnell said that they don't do studies on all of them but they did one in Killingworth. He said that there are several studies available and that they are all about the same, 40% reduction in crashes, 76-80% in injuries, 90% reduction in fatalities.

Mr. Gullotta said he had no issues with the hearing but expressed concern about listening to emotional concerns expressed about safety when they have information to the contrary that is backed up by data. Chairman Beckett said that roundabouts don't require electricity and therefore are easy to maintain and handle during power outages. He continued saying that there is no late at night changes in traffic patterns and that he has ridden a bike through roundabouts and found it safer than a traditional intersection. He noted the consensus for a hearing and asked the media to publicize it. He also noted it wouldn't be useful to the Council or the Public to have an emotional meeting not backed up by data. Vice Chairman Osgood noted that they are also dealing with higher expenses for the roundabout and a delay. He added he wants to get to a solution for House and Hebron quickly. Mr. Byar said that he would like to use the public informational hearing to educate the public. Mrs. Keefe asked for a sketch of what it would look like so they can get a feel for what it would look like implemented as well as the cost associated with the signals. Chairman Beckett asked for a depiction of the whole corridor.

## **PUBLIC HEARING AND ACTION ON PUBLIC HEARING – 8:00 P.M.**

### **NO. 1 \$1.5 MILLION APPROPRIATION AND TRANSFER FROM THE GENERAL FUND-UNASSIGNED FUND BALANCE TO CAPITAL PROJECTS-RIVERFRONT PARK, FOR PHASE 1 REMEDIATION AT THE RIVERFRONT PARK-PHASE 2 PROJECT.**

Mr. Johnson reviewed his memo to the Council dated June 19, 2015. He reminded the Council that the project is two parts, the stone at the foot of the slope and the work at the top of the slope. He

Glastonbury Town Council  
Regular Meeting of June 23, 2015  
Recording Clerk - KMM  
Minutes Page 5 of 9

remediation at the Riverfront Park Phase 2 project, as described in a report by the Town Manager dated June 19, 2015 and as recommended by the Board of Finance.

**Result:** Motion passes unanimously {8-0-0}.

**Mr. Cavanaugh left the meeting at 8:45 pm.**

**5. New Business.**

**(a) Action on fee schedule for Notary services.**

Mr. Johnson reviewed his memo to the Council dated June 19, 2015, explaining that it is pretty straight forward. Mr. Byar asked about other opportunities for the service. Mr. Johnson said that he wasn't sure if the banks offer the service anymore but if so, he was certain it was for a charge and the same went for other towns.

**Motion By:** Vice Chairman Osgood                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby approves a \$5.00 per document fee for Notary services provided by the Town, effective July 1, 2015, as described in a report by the Town Manager dated June 19, 2015 and in accordance with applicable Connecticut General Statutes.

**Result:** Motion passes unanimously {7-0-0}.

**Motion By:** Mr. Byar                                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby adds to the agenda consideration of a waiver of the competitive bid process for purchase of a new (replacement) Mobile Command Post Unit for the Police Department.

**Result:** Motion passes unanimously {7-0-0}.

**(c) Action on waiver of competitive bidding process – Permanent Record Storage System**

Mr. Johnson reviewed his memo to the Council on the subject saying that the town clerk had been working on this as the keeper of the town records. He said it allows for the permanent, unalterable electronic storage of the records. Mrs. Joyce Mascena, Town Clerk, noted that it is an electronic preservation system and spoke to all the records they store such as maps, vital records, meeting minutes and the like. She spoke to the way it's stored and monitored and that it's proven technology. She spoke to her short and long term goals, the risks, disaster recovery and the cost savings. She noted the support of and potential use for other departments.

Vice Chairman Osgood confirmed this was in their budget but this is just the bid waiver. Mr. Byar said he would support the action given that it was in the budget and there is only one vendor. He noted that he lived in a different town that had a fire which was very destructive for records. Mr. Boisvert expressed support of the project saying her questions were answered. Mr. Finn asked the protocol for handling of the microfilm that they currently have. Mrs. Mascena said that they can't yet dispose of it but this adds another layer of protection. She said that eventually, she would advocate that they stop producing it. She noted that government is the only industry that continues

to use it as all others have gone digital. Mr. Finn said that he appreciates the town being forward thinking.

**Motion By:** Vice Chairman Osgood                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby approves a waiver of the competitive bid process for purchase of a permanent record storage system for the town clerk's office, as described in background information from the Town Manager and as presented at the Town Council Meeting of June 23, 2015.  
**Result:** Motion passes unanimously {7-0-0}.

**(b) Action on waiver of competitive bidding process – Police Mobile Command Post.**

Mr. Johnson reviewed his memo to the Council dated June 19, 2015.

**Motion By:** Vice Chairman Osgood                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby approves a waiver of the competitive bid process for purchase of a new (replacement) Mobile Command Post Unit for the Police Department, as described in a report by the Town Manager dated June 19, 2015 and as recommended by the Board of Finance.  
**Result:** Motion passes unanimously {7-0-0}.

**6. Consent Calendar. None**

**7. Town Manager's Report.**

Mr. Johnson reviewed his report to the Council dated June 19, 2015, noting that the communication tower proposal for Candlewood Road was withdrawn. He noted that they are working on a landscape plan for the fuel cell facility. He said that the Community Development Director and Town Planner have opted to retire and he had filled one of the positions. He said that they would be sending a notice to the town center businesses about the plastic signs in the right of way and then they would pursue their removal and disposal. For those on private property, he said they would notify the homeowner. Mr. Johnson noted that along the trail behind Smith School, there has been an offer of a donation of exercise stations along the way and they would work with them to ensure they are properly installed.

Mr. Gullotta said he had heard from citizens about the fuel cell facility. He criticized the fence proposal noting that even with slats, it would look like a junk yard enclosure. He suggested that they consider a partial enclosure to look like a tobacco barn. Regarding the signs, he said he was questioned by citizens about if the rule would apply to the library and recreation department. Mr. Johnson said that typically a sign can be placed at the site at the event so under those circumstances, they can receive a temporary sign permit. Vice Chairman Osgood noted the dog license signs and then asked for a review of the exercise stations. He asked about the connection from Western Boulevard to House Street. Mr. Johnson said that they have to do the design and permitting and thought it was on the list for funding next July 1.

Mr. Finn appreciated the effort on the signs. He asked about his request for a subcommittee to address intervener status and the resources to apply. Chairman Beckett said they discussed it and suggested he make a motion for either an ad hoc committee or assign it to Policy and Ordinance. Mr. Finn said that he thought it should be ad hoc in his mind and asked Leadership to address it again. Mrs. Keefe asked about the scope. Mr. Gullotta noted that this is an agenda setting group, not leadership. Mr. Byar suggested Mr. Finn attend the agenda meeting. Chairman Beckett did support the effort to go after the signs.

**8. Committee Reports. *None***  
**(a) Chairman's Report.**

**9. Communications.**

- (a) Letter from Ronald & Sharon Perham to CT Siting Council re fuel cell project off Chalker Hill Road.**
- (b) Thank you letter from Richard Nicholas on repair of potholes and assistance by Town.**

**10. Minutes**

**(a) Minutes of June 9, 2015 Council Meeting.**

**Motion By:** Vice Chairman Osgood **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby approves the minutes as submitted for the regular meeting held June 9, 2015.

**Result:** Motion carries by the following vote {6-0-1}

**Favor:** Vice Chairman Osgood, Ms. Boisvert, Mr. Byar, Mr. Finn, Mr. Gullotta and Mrs. Keefe

**Opposed:** *None*

**Abstain:** Chairman Beckett *{excused}*

**12. Executive Session.**

**(a) Potential property acquisition.**

**Motion By:** Vice Chairman Osgood **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby enters executive session at 9:15 pm for the purposes of discussing a potential land acquisition.

**Result:** Motion passes unanimously {7-0-0}.



*Present for the executive session were Town Council Members: Dr. Stewart Beckett, III, Chairman, Mr. Whit C. Osgood, Vice Chairman, Ms. Karen Boisvert, Mr. Lawrence J. Byar, Mr. William Finn, Mr. Thomas P. Gullotta and Mrs. Cara Keefe with Town Manager, Richard J. Johnson.*

**Motion By:** Vice Chairman Osgood                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby exits executive session at 9:25 pm.

**Result:** Motion passes unanimously {7-0-0}.

### **13. Adjournment**

**Motion By:** Vice Chairman Osgood                      **Seconded By:** Mr. Gullotta  
BE IT RESOLVED, that the Glastonbury Town Council hereby adjourns their regular meeting of June 23, 2015, at 9:26 pm.

**Result:** Motion passes unanimously {7-0-0}.

Respectfully submitted,

*Kimberly Meanix Miller*

Kimberly Meanix Miller  
Recording Clerk

Stewart Beckett, III  
Chairman